

The objective of the Maricopa College's Veterinary Assistant Diploma Program is to provide a sound educational environment for instruction and training to equip its graduates for entry-level positions as Veterinary Assistants. Duties of the Veterinary Assistant: Prepare patient, sterilize or disinfect instruments, set up instrument trays, prepare materials and assist dentist during veterinary procedures, expose veterinary diagnostic x-rays, record treatment information in patient records, provide postoperative instructions prescribed by dentist, assist dentist in management of medical or veterinary emergencies, take and record medical and veterinary histories and vital signs of patients, instruct patients in oral hygiene and plaque control programs, order and monitor veterinary supplies and equipment inventory, clean and polish removable appliances, make preliminary impressions for study casts and occlusal registrations for mounting study casts. Upon the completion of this course of study, the student will obtain Credential obtained through this program is portable and recognizable in other states and localities.

Sample job title: Veterinary Assistant

A. Total Cost of Program: \$8,920

B. Tuition Fee: \$8,550 (Rate applies to WIA funded students)

C. Registration: \$0 - There is no registration fee for WIA participants

D. Cost of Books: \$0

Book List:

- -Administrative Veterinary Assistant (Elsevier) - \$0
- -Veterinary Assisting: A Comprehensive Approach – Text (Cengage) - \$0
- -Veterinary Assisting: A Comprehensive Approach – Workbook (Cengage) - \$0
- -Practice Management for the Veterinary Team (Elsevier) - \$0

E. Cost of Supplies:

-2 sets of scrubs and 1 lab/overcoat - \$0 (included with tuition)

F. All Exam / Testing Fees:

Radiation Health and Safety Exam (RHS) offered by the Veterinary Assisting National Board (VANB) testing: \$175 –required by student to work as a Veterinary Assistant in the State of Arizona

Infection Control Exam (ICE) offered by the Veterinary Assisting National Board (VANB) testing: \$175 – student to schedule after completing curricula.

G. Grad Fees \$20

H. Other Associated Fees:

White leather/synthetic shoes -\$20 (est.)

Notebooks, paper and pens \$15 (est.)

TB Skin test \$20

MMR Vaccine \$90 (if needed)

I. WIA Contact and Enrollment Status / Credential Verification:

Jamie McIntyre, 602-544-7759 jmcintyre@maricopacollege.edu www.maricopacollege.edu

J. Website link to the program: <http://www.maricopacollege.edu/programs/veterinary-assistant/>

K. Additional Information:

Criminal Background: Some employers and externship sites require successful completion of a background check prior to accepting students. Prerequisites: H.S. Diploma or GED/pass the College's Entrance Exam. Additional skills and ability include: Listening skills, verbal communication skills, reading comprehension, critical thinking skills, coordination skills, service oriented, and social perceptiveness.

Certification: Maricopa College's program will culminate with the student taking the ICE and RHS certification exams through the Veterinary Assisting National Board (VANB) for Veterinary Health and Safety. VANB does accredit Maricopa College, our graduates are accepted for testing because this entity does have a specific requirement to accept individuals for testing after completing this approved curricula, which is required prior to testing for credentials. The RHS and ICE certification are required in the State of Arizona, to work as a clinical Veterinary Assistant.

REFUND POLICY

The following is a summary of Maricopa College's Refund Policy. For the full policy please contact us for a copy of the Catalog

1. If a student cancels their enrollment within 3 business days all monies paid shall be refunded
2. If a student reschedules his/her start date after the first 3 business days, a \$25 rescheduling fee is assessed (note this will be waived if the individual needs to reschedule due to funding Agency requirements)
3. If a student withdraws within 10% of the quarter the student will be charged 20% of the quarter plus \$100

4. If a student withdraws within 20% of the quarter the student will be charged 30% of the quarter plus \$100
5. If a student withdraws within 50% of the quarter the student will be charged 75% of the quarter plus \$100
6. If a student completes more than 50% of the quarter the student will be charged 100% of the quarter
7. Refunds, if any, will be paid within 45 days
8. Please note: Per Federal regulations, students who complete less than 60% of a quarter (term) will earn only a percentage of the Federal Aid for that term. In this case the institution may have to refund unearned aid based on the percentage of time the student has been enrolled. The unearned Federal Aid received by the institution will be returned to the appropriate programs in the following order Federal Unsubsidized Stafford Loans, Federal Subsidized Stafford Loans, Parent (PLUS) Loans, Pell Grants, FSEOG Grant, Other funds